

KINGSNORTH PARISH COUNCIL

Minutes of the meeting held on Thursday 13th March, 2008, at Kingsnorth Sports Pavilion

PRESENT: Mr. T. Horsman (Chairman); Mr. R. Gardner; Mrs. A. Hicks; Mr. M. Ciccone;
Mr. N. Shorter; Mr. J. Holland; Mrs. L. Ross; Mr. J. Wedgbury.
Also present: Mrs. J. Hancock (Parish Clerk designate)

1. **Apologies** Mr. S. Bates (working); Mr. J. Sheehan (working); Cllr. M. Angell; Cllr. P. Bartlett; Cllr. P. Davison (attending another meeting); Cllr. Mrs. T. Heyes.
2. **To note any declarations of interest on agenda items** There were none.
3. **Open Forum** No members of the public were present.
4. **Minutes of the last meeting** It was proposed by AH, seconded by RG and agreed that the minutes of the last meeting on February 28th should be approved as a true record.
5. **Matters arising**
 - (a) Flooding on path from Finn Farm Mr. Gurner had looked at the path on 3.3. with Mr. Carson of Capita and will let the PC know in due course whether anything can be done. MC thought that part of the problem was a blocked ditch opposite Bond Lane. He could clean out some parts in the summer when it was drier, but part of the ditch was within ABC's landscaping. He had spoken to Mrs. Davies of ABC about this and also about fencing the footpath off from his stock as he had lost several sheep from attacks by dogs in recent months. Mrs. Davies had now agreed that he could do this. Regarding the request from residents of Bond and Stumble Lanes for an access onto the path, Mr. Gurner said that this will be discussed at the next Park Farm team meeting. MC thought that if the developer was not willing to provide this, KCC's PROW team could be asked to quote for self-closing bridlepath gates. AH had looked at the pill box and asked that the Community Warden be requested to keep an eye on it in case it was misused.
 - (b) New football pitch/playing field Mrs. Jones of ABC Legal Services had forwarded a letter from Brachers. The maximum undertaking they would expect to cover their costs in relation to the sub-lease would be £650 plus VAT and disbursements. They hoped that the full extent of this undertaking would not be required. There was a budget of £1,000 for solicitors' fees in 2007/8 and the same in 2008/9. A formal decision to agree to this undertaking would have to be made at the next meeting, but the Clerk was authorized to tell Mrs. Jones that the PC was willing to make this undertaking.
 - (c) Pavilion fire safety assessment NS had met Mr. Blackmer and carried out a general assessment which identified several findings which required action. The Clerk would copy his report to Cllrs. for discussion at the next meeting. The annual electrical checks had been carried out and it was hoped that the report would be received before the next meeting so that it could be reviewed and any corrective action needed could be authorized. A programme of intermediate testing should also be instigated.
 - (d) Unadopted roads Cllr. Ferrin had acknowledged the PC's letter supporting Cllr. Angell's suggestion that developers should be required to have an environmental team that would be responsible for maintenance of unadopted areas. The Director of Highway Services or one of his Senior Managers will respond on his behalf in due course. JW reported that at the last JTB meeting it had been reported that any roads unadopted for longer than 5 years would be adopted by the end of the year.

6. Correspondence

- (a) New bridleway KCC had sent a modification of the definitive PROW map. This concerned one part of Bridleway AW325 from Finn Farm Rd. through the new Park Farm South development to the accommodation bridge over the railway line, which was to be deleted, and the new Bridleway AW325, which will replace it. The Access Officer for the British Horse Society had contacted the Clerk. She was concerned about new bridleways ending on unsuitable stretches of road, e.g. Finn Farm Rd. and the lack of links with other bridleways. She had already spoken to Mrs. Davies, Mr. Pyke and had arranged to meet MC.
- (b) Open Spaces Society A subscription renewal notice had been received. This would be put on the next agenda.
- (c) KCC info on access to PIPKIN guidance document This information is now available on line. AH reported that she had written a letter to the Kentish Express to ask that any road accidents should be reported to Cllr. Ferrin so that PIPKIN scores can be raised for the traffic lights at the Queen's Head crossroads.
- (d) Received so far: KCC Draft Permit Scheme letter re extension of consultation to 25.4.08; Clean Kent guide to organising a community clean-up; KHS leaflet on understanding speed management in Kent; info. on nominations for Try Angle awards; Ashford & Shepway Kent Youth Service Newsletter; info about Pluckley Hog Fair on 5.7; Clerks & Councils Direct; CPRE Kent Viewpoint newsletter; Victim Support Kent thank-you letter for donation; ABC forward plan of key decisions to July.

7. Finance (a) Payments since the last meeting

1498 Mr. P. Cleave, salary from 9.2. – 7.3.	359.61
1499 Mr. G. Blackmer, February salary	318.27
1500 Swift Security Ltd, February pavilion patrols	259.68
1501 EDF Energy Customers plc, supply to pavilion	<u>106.49</u>
	1,044.05

Receipts

Bank of Ireland, January interest	286.76
Kent Cycling Association, fee for hire of pavilion	<u>85.00</u>
	371.76

Transfers none so far

Reconciliation of bank balances with receipts and payments accounts – 1.4.07 to 7.03.08

Lloyds TSB Treasurer's account at 29.2.08 (plus transfers)	1,727.23
Lloyds TSB 30 day account at 31.12.07 (less transfers)	42,809.74
Bank of Ireland account at 29.2.08	<u>72,472.07</u>
	117,009.04
Less uncleared cheques nos.1493, 1494, 1496, 1498-1501	<u>-1,148.62</u>
Balance at 7.3.08	115,860.42
Add expenditure 1.4.07 – 7.3.08	<u>69,296.48</u>
	<u>185,156.90</u>

Balance brought forward from 2006-2007	106,938.21
Add income 1.4.07 – 7.3.08	<u>78,218.69</u>
	<u>185,156.90</u>

It was proposed by NS, seconded by AH and agreed that the above accounts should be accepted.

Forthcoming commitments

Mr. G. Blackmer, March salary	318.27
Mr. P. Cleave, salary from 7.3 – 4.4.	359.11
HSBC (Swift Security), security patrols for March	289.64
ABC, lockable dog waste bin for Britannia Lane	c250.00
British Gas, supply to pavilion (awaiting invoice)	
BT, telephone line rental to pavilion alarm	55.48
CJA Consulting, drafting Information Booklet (VAT £21.88)	146.88
Ashford Borough Council, final qtr's instalment of Rec.Centre subsidy 07/8 (VAT of £525 to be claimed on part of this sum)	5,768.08

Income expected

Bank of Ireland interest for Feb.	c290.00
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- (b) To pass a resolution excluding the public for item (7c) It was proposed by NS, seconded by JH and agreed that any member of the public should be excluded for item (7c).
- (c) To give information from Ashford Leisure Trust on break-down of costs for Recreation Centre business plan AH, RG and JW had met informally with Emma Wood at on 4.3. Mrs. Wood had supplied a breakdown of the figures previously given in the 3-year financial business plan but since these were commercially sensitive was unwilling for them to be made public. Cllrs. made several comments which MC would take to the next meeting of the Trustees on 17.3. JH proposed that the figures be noted seconded by LR
- (d) Report on S.106 sums relating to developments in the parish A third-quarter report on S.106 monies had been made to the Executive Committee Meeting on 6.3. AH had sent some queries regarding the sums mentioned in which the PC has an interest. The response she received from Mr. Mills and comments from the Clerk on previous correspondence regarding the transfer of the Village Sign open space land and the commuted maintenance sum to the PC had been circulated to Cllrs. NS reported that Mr. Sam Jarvis had asked if the PC would write to ABC saying that it approved the proposed change to the landscaping plan to plant only one specimen tree, an evergreen oak. It was agreed that the Clerk should do so.
Concerning the S.106 sum of £40,000 for improvements to the Recreation Centre held by ABC, Mr. Mills said that this sum had been reduced to £36,800 due to the cost of some gym equipment purchased by Cultural Services. MC said that the Trustees had not been informed of this. JH reported that the Audit Committee had raised whether the PC should received the interest from the S.106 sum, and had decided that the matter had to be investigated. The Clerk was asked to write to Mr. Kirkland to query who had given authority for the expenditure on equipment and to request that the S.106 sum and the interest be transferred to the PC.
- (e) To decide funding for Charlton Athletic Community Scheme football sessions
Cllrs. had stated after the presentation by Mr. Wood at the meeting on 28.2. that they were in favour of funding this scheme as it would be one way of tackling the anti-social behaviour problem in the parish. Each session would cost £100 but it was thought that the first two taster sessions starting on 6.4. were already funded. There is £500 in the 2007/8 budget under youth schemes or courses and a further £500 under this heading in the 2008/9 budget which could be used to fund 10 sessions. Mr. Pavis, PACT Chairman, was also seeking funding from commercial sponsors. It was agreed that if the sessions

were successful, then they should be continued beyond the 10 weeks that could be funded from the youth schemes budget. AH proposed that the PC should agree to fund sessions up to 30.9.08 with a review every 2 months to make sure that the sessions were achieving the desired results. This was seconded by NS and agreed. However, the exact starting date after the taster sessions and whether the sessions were to be held in the summer holidays would have to be discussed with the Scheme organiser. The Clerk would investigate which budget could be used, if necessary, to finance sessions after the youth schemes budget had been spent. LR pointed out that this was a large sum to spend on one scheme, however, no other proposals had yet been made which might be effective in reducing anti-social behaviour in the parish. NS suggested that Cllrs. should think about organising other youth schemes and community events which would help to reduce anti-social behaviour and also bring different areas of the parish together.

(f) To consider two new requests to hire the Pavilion

AH had been approached by a Kingsnorth School parent who would like to use the pavilion for courses for parents about the ways in which their children are taught maths and literacy at school. AH and TH had met her on 6.3. to discuss this. It was thought that this use would be compatible with current usage of the Pavilion.

The Church's Family and Children's Minister would also like to have access to the Pavilion toilets for children during a games and activities afternoon on 8.4. This was agreed. Some other one-off requests for use for annual events had been booked for June and July.

- (g) To authorise payment of half the cost of 'Local Council Administration' book KPC and Mersham & Sevington PC had each paid for half of this publication when the latest edition was published. The new Clerk will need her own copy so each PC needed to pay half the cost of a second copy. This is available through KALC at a cost of £51.95 including postage and packing. KPC's share will be £25.98. There is a budget of £30 for 2007/8 for publications of which £3 has been spent. It was proposed by AH, seconded by MC and agreed that KPC should pay half of the cost.

8. **Planning matters**

(a) To consider any new applications

16 Charminster (WF) Two-storey side extension; rear conservatory; shed in rear garden.

20 Langney Drive (WF) Detached garage to rear; new boundary fence including gate.

24 Bryony Drive (PFS) Conversion of double garage to single garage & playroom.

The above applications were deferred to the next meeting.

5 Merino Way (BF) Erection of conservatory. (S)

(b) To report decisions on applications by ABC received since the meeting on 28.2: Granted

Granted:

40 Shipley Mill Close Two-storey side extension. (S as long as not taking light from adjacent property.)

81 Acorn Close Convert garage into study/playroom. (S as long as additional off-road parking space provided, otherwise O)

Refused:

16 Snowbell Rd. Loft conversion with three front & rear dormers. (S if neighbour does not object)

Certificate of Lawful Development

Hookstead, Steeds Lane Use of land for stationing of a static caravan for ancillary use to Hookstead. Existing development is lawful.

5 Merino Way Conservatory. Development not lawful.

Appeal on non-determination of application for development at Park Farm South East

It was reported that the applicants had postponed their appeal until the summer by which time the Inspector's decision on the LDF Core Strategy should be known.

9. Highway and footpath matters

- (a) To discuss traffic calming installation date, if received. If not to decide whether the PC needs to take further action Mr. Jones in his letter of 31.1. said he would confirm a start date by mid-March. He had not done so yet. JW had also asked for a date at the recent JTB meeting and Highways had been unwilling to give one. This could be discussed with Cllr. Ferrin at the meeting on 10.4, but in the meantime, RG proposed that a letter which he had drafted should be sent to Damien Green MP with copies to those on the previous circulation list. The draft letter was circulated and agreed with minor changes.
- (b) To report on date of visit to parish by Cllr. Keith Ferrin and decide topics for discussion Cllr. Angell had contacted Cllr. Ferrin to say that the PC would appreciate a visit from him. He had therefore been invited to the meeting on 10.4. and was willing to arrive at 6.30 p.m. so that he could visit some of the problem areas. RG and AH agreed to show Cllr. Ferrin around. The Clerk would let MA know about this. Cllr. Ferrin had asked for the topics to be notified to him in advance so that he can bring the appropriate officers to the meeting. The following topics were agreed: traffic calming installation; the sponsorship of roundabouts, developers not maintaining unadopted areas; the need for traffic lights at the Queen's Head crossroads; the need for a pavement in Pound Lane; the pedestrian crossing near Tesco; cycleway maintenance, the pedestrian bridge which is part of the Christ Church School travel plan that has not yet been installed.
- (c) To discuss whether to investigate if residents want street lights on Church Hill JH had asked for this to be discussed. About 30 years ago residents had voted against having lights on Church Hill. There had been many changes since, more activities were being held at the Village Hall, School, and pavilion and JH thought that low-level lighting might now be appropriate. He proposed that residents should be asked whether they wanted any lighting. MC thought that if this was an issue for residents that they would have already asked the PC about it. He thought it would raise expectations that the PC may not be able to fulfil. AH had been made aware when she was Chairman that some people wanted lighting but some did not. Low-level lighting in the School car park had been vandalised. It was thought that having lights could actually encourage more vandalism. NS, the ward member, said that when calling on residents prior to the election he had raised this topic and the majority of people he had spoken to were against lighting. He had also asked at the Village Hall AGM and nobody had been in favour including MA. There was no seconder for JH's proposal.
- (d) To note matters reported to Highways since 28.2.
Street light Ped003 in Primrose Drive is permanently on. This report has been passed to the Street Lighting team for action, and also a report on the several street lights on Ashford Rd. which are not working. A directional road sign at the Smithfield Crossroads end of Magpie Hall Rd. had been damaged by a lorry.
On Church Hill, the curb adjacent to the village sign green (at the corner of Ashford Road and Church Hill) 4-5 yards in from the Ashford road junction has collapsed/sunk. The Highways Engineer does not consider this to be dangerous and therefore no action

will be taken at the moment. However, he will continue to monitor it and if it worsens will arrange for it to be repaired.

For the first 50 yards or so, the left-hand side Church Hill pavement is very narrow in places, sometimes due to encroaching hedges, but also due to lack of maintenance. Also, the path surface is breaking up causing trip hazards; it slopes and is uneven. NS considers that these problems constitute a safety hazard, especially since it is a well-used route to Kingsnorth School. The Highways Engineer responded that works have been scheduled for the repair of the footway and kerbs outside the old shop. The Engineer considers that the rest of the footway surface is within the safety limits. He has confirmed that the hedges have been cut back.

MC reported that the new streetlights by the chicanes at Finn Farm were not working although EDF had made the necessary connections. The Clerk would report this to Highways.

10. **To confirm date for Annual Parish Meeting and discuss any suggestions for a speaker** It was agreed that this would take place on 15.5. and would replace the ordinary meeting which would have been held on that date. It was the same evening as the ABC AGM but it was thought that this would be over quickly and B. Cllrs. could attend the APM afterwards. AH thought B.Cllrs. should not give individual reports but give a collective one. However, NS thought it was good to demonstrate that the parish has 6 B.Cllrs. AH also thought that the Head Teachers should be invited to give a report. It was also suggested that there should be a short presentation from Charlton about their Community Scheme and that Mr. Philips of Ashford's Future should be invited to give a talk. The Clerk will ask if the Recreation Centre Lounge will be available for the meeting.
11. **County Councillor's report** Cllr. Angell was unable to attend.
12. **Borough Councillors' reports**
 - (a) Washford Farm JH mentioned that he had been disappointed with the recent lack of communication with Barratt Homes about problems on Brisley Farm.
 - (b) Park Farm South JW said that bus route 508 now included Reed Crescent. This was causing chaos and accidents, especially at the time parents dropped off and collected children due to parked cars which made the road too narrow for the bus to pass. He felt that this change to the route should have been subject to consultation. Yellow lines and bus stops were also being proposed for Reed Crescent. It was agreed that the Clerk should write to KCC about this. JW reported that following his campaigning, some 3-bedroomed flats were now being built in the Borough.
 - (c) Weald South AH reported that Highways' bid for finance for full traffic lights at Kingsnorth crossroads had been unsuccessful for 2008-9 and would be re-assessed for 2009-2010. She also reported that Hothfield Common will be renamed Hothfield Heathland Nature Reserve.
13. **Parish Ward Cllrs' reports**
There were none.
14. **Reports**
 - (a) Kingsnorth Recreation Centre Management Committee There would be a Trustees' meeting on 17.3.
 - (b) Kingsnorth Village Hall Committee TH reported that the AGM had been held on 11.3. Everything seemed to be going well and the funding situation was good. NS reported

that he had given the Committee a report on his suggestions for upgrading the area near the VH ramp. These included a new seat, a hard surface around it, including space for a wheel-chair or push chair, some planters and renewal of the signpost. He also thought that a rubbish bin was needed outside the Hall. This project would be discussed at the next PC meeting.

- (c) Kingsnorth School Governors' meeting A Governors' meeting had been held that day. A walking bus scheme has been started and there has been some interest from parents. There is a School improvement plan and action is being taken for the safe care of children before and after school.
- (d) Furley Park School Governors' meeting TH described the web portal that will enable Governors, parents, children and teachers to interact and access information about pupils' progress, homework, etc.
- (e) Information Booklet Mrs. Allen had provided copies of the draft booklet for final proof-reading. Cllrs. would look at these and contact AH with any suggested changes. Quotes for printing would then be requested which would need to be discussed at a future PC meeting. AH had checked with three other distribution firms. However, they only packaged the items and Royal Mail still delivered them so the cost would still be too high and Cllrs. would therefore have to do the house-to-house distribution themselves.
- (f) Willesborough Dykes update AH gave the latest information she had received about the this project. There will be another meeting on 28.4.

15. **Items for next agenda**

NS asked for the following items to be put on the next agenda for consideration:
 A replacement for the gatepost near the Pavilion.
 20mph speed limit for Church Hill.
 A circulatory, one-way system for Bond Lane/Steeds.

There being no further business the meeting closed at 10 p.m.

Chairman